

SAN BERNARDINO COUNTY AIRPORTS COMMISSION MEETING
September 19, 2024

1. Meeting Called to Order

Called to order at 10:00 a.m. by Commissioner Jim Bagley

Commission Members Present:

Jim Bagley, Desert at Large, Chair
Larry Asmus, Valley at Large, Vice Chair
Ray Marquez, Fourth District
Mark Alvarez, Fifth District

Commission Members Absent:

Bill Waddingham, Second District
Dillon Lesovsky, First District

Staff Present:

Brett J. Godown, Director
Maureen A. Snelgrove, Assistant Director
Soledad Seely, Executive Admin Asst. III
Greg Zarco, Airport Manager
Vince Corona, Airport Manager
Erin Johnson, Staff Analyst II
Jared Green, Maintenance Supervisor
Myra Mapoy, Staff Analyst II
Denise Abrego, Staff Analyst II Trainee
Mary Udo, Fiscal Specialist
Katheryn Ruiz, Fiscal Assistant
Tammy Gann, Communications Officer
Agnes Cheng, Deputy County Counsel
Joy Forbes, Real Property Agent III

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County Counsel
Real Estate Services

Public Participation:

Bob Velker
Rob Mangold
Chuck McCormick
Brian Buiter
Josie Gonzales

Chino Development League
Visitor, Mike Mangold's Brother
Mead Hunt
Mead Hunt
Visitor

2. Pledge of Allegiance

Led by Commissioner, Jim Bagley

3. Report on Posting of Agenda:

Mr. Godown stated that the agenda had been posted in accordance with the Brown Act.

4. Awards, Guest Introductions and Announcements:

Commissioners and guests introduced themselves.

Mr. Godown announced Maureen Snelgrove, Assistant Director has 25 years of service to The County of San Bernardino. Commissioner Alvarez stated 25 years of service is amazing and asked Ms. Snelgrove if she had anything she would like to say. Ms. Snelgrove stated she has enjoyed much of her time with the County along with the dedication of the Airports Directors and Staff.

Mr. Godown announced Jared Green has 5 years of service to The County of San Bernardino. Mr. Godown stated Jared Green is the Maintenance Supervisor for Desert Airports and over sees operations at Barstow-Daggett, 29 Palms, Needles and Baker. Jared Green thanked everyone and stated he is happy to get up every morning and come to work for the County.

Mr. Godown announced a surprise award and introduced Erin Johnson. Mr. Godown stated Erin Johnson attained her Certified Membership through American Airports Executives. Mr. Godown stated we are an Airports Department and wanted to acknowledge Erin Johnson's accomplishment.

5. Action Item –Approval of Minutes for May 16, 2024

Motion: Commissioner Bagley
Abstained: N/A

Second: Commissioner Asmus
Minutes: Approved

6. Action Item –Approval to Move December Meeting to Apple Valley

Motion: Commissioner Bagley
Abstained: N/A

Second: Commissioner Alvarez
Meeting: Approved

7. Commissioner Reports/Comments

Commissioner Asmus stated Mr. Smith was unable to maintain his position and is not aware of his physical condition and wished him well. Commissioner Asmus suggested the Commission presenting Mr. Smith a letter of appreciation for his years of service to the Commission.

Commissioner Alvarez stated that he was glad to be back at the Commission meetings.

Commissioner Marquez stated two people had entered the meeting and wanted them to introduce themselves. He acknowledged: past 5th District Supervisor Josie Gonzales and Joy Forbes with Real Estate Services

Commissioner Bagley stated the Commission represents the public and the Commission hadn't met since May and proposed the ability to meet remotely.

8. Public Comments

Visitor Bob Velker commented on the loss of life at Chino Airport, Frank Wright the Yank Airport Museum Director and the other a long-time tenant and pilot of Chino Airport.

Commissioner Bagley thanked Bob Velker for his comments and stated these tragic accidents are hazards of aviation.

9. Information Item: Chino Airport Traffic Circulation / Right of Way Dedications.

Mr. Godown reported,

- Left hand turn pocket onto Kimball Ave has been paved, and Airports is coordinating with the City of Chino on the ramp into the parking lot. The entry way to Threshold needs to move about sixty feet east, Airports is working with the City of Chino on this improvement.
- Kimball Ave is now two lanes going westbound. East of Kimball Ave./Limonite there is a bridge being constructed to go from Kimball Ave to the 15 Freeway.
- No changes on Euclid Ave. the City of Chino is still working through annexing the property from the State of California, anticipating annexation complete in June or July of 2025 timeframe.
- Merrill Ave is closed at Euclid; construction has begun on the south side of Merrill Ave. for the ultimate right away improvements. Ultimate Right of Way improvements include street widening, gutter, curb, sidewalk, landscape and streetlights. The City of Chino has entered into a cautionary agreement with Reda Development to construct the ultimate right of way on Euclid Ave to Grove Ave. Airports anticipates Street widening completion in January.

10. Director's Reports

Tab 1 - Capital Improvements – Assistant Director Snelgrove

- Apple Valley
 - Wash Rock - Construction will commence on October 15, 2024.
 - Terminal Remodel - Construction is 30 to 40% complete.
 - Café Patio Remodel – No start date however will begin when terminal is 90% complete.
- Chino
 - Building A-435 Clean Up and Remediation commenced September 9, 2024.
 - Perimeter Fence Replacement and Monument Signage - Monument signage at Cal Aero Drive is complete, installation at Merrill and Euclid is at 80% complete and on hold until construction on Merrill Ave is complete due to grading issues and landscape. The monument signage at Kimball Ave. and Euclid Ave. is on hold due to piping issues in association with the fencing project.
 - This item was not included but will be on upcoming reports. Paving at the commercial hanger complex, Airports will be beginning design and seeking bill funding for design.

Tab 2 - Board of Supervisors Activity – Brett Godown, Director

- Board approved a Grant Agreement in September for electrical improvements at Chino Airport for \$576,000. CIP will go before the Board of Supervisors October 8, 2024.

Tab 3 - Real Estate – Joy Forbes, Real Property Agent III

- Yancey Enterprises continues to be under negotiations with County Counsel and is expected to continue to 2025.
- Open solicitation for Hangar A-490 was awarded to California Aerofab, LLC., and the contract is currently being drafted and under County Counsel review.
- Long term leases are under appraisal at Chino and Apple Valley to determine rental rates.

Tab 4 - Financial Report – Erin Johnson, Staff Analyst

- The Department has completed budgetary year end closure, and department accruals. The process is now with ATC and Airports doesn't expect to see the remaining fund balance until Mid-Late October.
- The Department has drawn down all pandemic relief grant funds.
- ADMIN includes front loaded costs entered in July.
- The Department is approaching mid-year and entering the rates and fees period.

Tab 5 - Monthly Reports

Administration - Assistant Director Snelgrove

- Chino Airport currently has two vacancies for 1 General Services Worker and 1 Operations Technician position offered and was declined.
- Apple Valley Office Assistant offer was accepted and will start within the next few weeks.
- Chino Airport Manager position recruitment was circulated in August and interviews are scheduled the week of Septer 16, 2024.

Chino Airport - Greg Zarco, Airport Manager

- Chino Airport has sent our Save the Date letters to Stakeholders for a November 14, 2024, meeting. Chino Air Traffic Control Tower and FAA Runway Safety Program Team will present to provide public with any rules and/or safety changes.
- Chino Airport Airside painting project has successfully painted a total of 22 enhanced lead in lines in compliance of AC 150/5340-1.
- A Chino staff member has begun locksmith classes to ensure secure access to restricted areas and compliance with safety and security regulations.

Apple Valley Airport - Vince Corona, Airport Manager

- Apple Valley Airport Staff attended FAA Western Pacific Regional Airports Conference.
- Annual and five-year fire sprinkler testing at B-180, B-190, A-360, A-340 and A-315 were conducted in June.
- Construction of Terminal broke ground mid-June and is currently at 50% complete.
- Weed abatement and runway and taxiways for safety are ongoing
- All Windsocks were replaced in August.
- Airshow preparation is underway including 10 acres of Airport property that has been prepared for overflow parking.
- VIP Airshow packages were disbursed to Commissioners.

Desert Airports – Vincent Corona, Airport Manager

- Needles Airport is currently conducting line stripping Runways and Taxiways. Weed abatement is ongoing for safety.
- Twentynine Palms is 80% complete with crack fill of airfield. Ongoing weed abatement and airport grounds cleanup.
- Daggett Airport is 25% complete crack filling and continues weed abatement.
- Barstow is 50% complete crack filling with ongoing weed abatement.

Tab 6 - Chino Airport Operations – Brett Godown, Director


Mr. Godown stated Chino Airport operations are currently at 144,000.

Tab 7 - Other Business - None**11. Date, Time and Place of Next Meeting**

October 24, 2024, at 10:00 a.m. - County of San Bernardino - Twentynine Palms Airport
78569 Twentynine Palms, Hwy 62, Twentynine Palms, California 92277

12. Adjournment: Meeting was adjourned by Commissioner Bagley at 11:46 a.m.

Respectfully submitted,


Jim Bagley, Chair
Airports Commission
Brett J. Godown, Director
Department of Airports

Soledad Seely, Executive Administrative Assistant III
Department of Airports